

SECRET

Approved For Release 2001/08/30 : CIA-RDP68-00140R000100010004-6

OGC Has Reviewed

Accounting - 7

*Yma
file*

DA QA/QC: 03/07/01. SY

Dick:

On 27 June 1960, OGC [REDACTED] addressed a memorandum to the DD/S, subject: The Temporary Lodging Portion of the Home Service Transfer Allowances. Problems had arisen because of the time limitation contained in the standardized regulation. That is, the allowance could cover expenses for a period beginning 30 days prior to the EOD at Headquarters and ending 30 days after the EOD. Employees who return to Headquarters frequently found themselves technically ineligible for this as a result of an oversight.

25X1A

25X1C

[REDACTED]

cases the employee lived in the Washington area. This meant that he arrived in Washington, went on his home leave, and re-established himself in his permanent quarters during that home leave. When he subsequently reported for duty at Headquarters he was already established in his permanent quarters. This meant that he had to forfeit his TLA if his occupancy of permanent quarters meant the hotel bills, etc., were paid more than 30 days prior to EOD.

Last summer we experienced similar difficulties but we were not aware of the earlier correspondence. I talked it over with someone in OGC, but at the moment I can't recall who that was. In any event, we recognized that there was nothing we could do for the people who had already reported in because we couldn't change either the law or the facts associated with their establishing permanent quarters. It was also agreed, however, that something had to be done to advise employees to beware of this trap. As a consequence, I proposed that the Office of Personnel [REDACTED] to allow the Director of Personnel to extend the 30 day period in either direction when this was clearly consistent with the intent of the law. The Office of Personnel proposed instead that the Area Divisions and Field Stations be alerted to the pitfalls, and that individuals returning to Headquarters be advised to report for duty immediately upon arrival if they planned home leave in Washington; if home leave was to be taken outside Washington they should report after home leave. This would assure that the hotel bills in the Washington area would fall within the TLA period in either case.

25X1A

Our problem now seems to be a conflict with Joe's memorandum of 27 June 1960. That memo states that reporting for duty for one day is not really reporting for duty. However, since the Agency now has a home leave law, the 1960 interpretation would require that an employee whose home leave point is Washington must forfeit either a portion of his TLA or a portion of his home leave.

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When this question was raised by an Area Division, I replied that I felt the circumstances in 1960 were different from those in 1963, and that Joe's memorandum was intended to relate to the then current circumstances rather than the new situation. Consequently, the division should follow criteria given in the Support Bulletin for August 1963 on the One-Day Reporting. I hope you agree with me. If not let me know and I will [REDACTED]

25X1A

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Temporary Lodging Portion, Home Service Transfer Allowance

FROM:

A/SSA/DDS 2127 I Bldg. x3295

NO.

DATE

9 August 1960

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

25X1A

1.

2127 I Bldg.

RECEIVED

FORWARDED

25X1A

2.

25X1A

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

The attached memorandum prepared by [redacted] discusses the application of standards established in the Standardized Regulations with regard to payment of the temporary lodging portion of the Home Service Transfer Allowance. The main issue involved in cited cases is what constitutes "entrance on duty."

In my opinion, this is the type of information which would be helpful to administrative officers in the field.

Request your approval to provide Chiefs of Support/DDP with sterilized copies of the attached memorandum for transmittal to their overseas stations and bases.

25X1A

Copies distributed to Area Divisions by office of SSA/DDS 15 Aug 1960

FORM 1 DEC 56

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USE PREVIOUS EDITIONS

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FROM		OGC	NO. A-497578
		227 East Bldg.	DATE 29 June 1960
TO:		SSA-DD/S	
		2129 Eye Bldg.	
LOG DATA			<input type="checkbox"/> CONFIDENTIAL <input checked="" type="checkbox"/> SECRET
Subject: Temporary Lodging Portion, Home Service Transfer Allowance			
			OGC 60-0906
RECEIVING OFFICE LOG			
☆ GPO: 1958-443368			

TRANSMITTAL SLIP		DATE 27 June 1960
TO: SSA-DD/S		
ROOM NO. 2129	BUILDING "I"	
REMARKS:		
<div style="background-color: black; width: 200px; height: 50px; margin: 0 auto;"></div>		
FROM: OGC		
ROOM NO. 226	BUILDING East	EXTENSION 4888

25X1A

FORM NO. 241
1 FEB 55

REPLACES FORM 36-8
WHICH MAY BE USED.

☆ GPO: 1957 - O - 439445